

# OCTORARA AREA SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: SPECIAL EDUCATION

ADOPTED: March 18, 1996

REVISED: July 15, 1996

113. SPECIAL EDUCATION	
<p>1. Purpose</p> <p>SC 1371</p>	<p>Every exceptional student attending the schools of this district shall be offered an educational program that meets his/her individual needs and is suited to his/her unique abilities. Such a program of special education shall be designed to comply with law, conform to the goals of this district and shall, to the extent feasible and consistent with the best interests of the student and other pupils, integrate programs of special education with the regular instructional program of the schools.</p> <p>Exceptional children to be served by the special education program of this district shall include those school age children as defined by law resident in the district who so deviate from the average in physical, mental, emotional or social characteristics that they require special educational programs, facilities or services and shall include all school-aged persons in detention homes and state schools and hospitals.</p>
<p>2. Authority</p> <p>SC 1402</p>	<p>The Board recognizes the need to identify those students who may require special education programs or services. To accomplish this goal the following procedures are hereby adopted:</p> <p><u>Group Screening Procedures</u></p> <ol style="list-style-type: none"> <li>1. Hearing and Vision screening will be administered in accordance with the Pennsylvania School Code.</li> <li>2. The following group tests will be administered at the indicated grade levels:               <ol style="list-style-type: none"> <li>a. Readiness Test K</li> <li>b. Stanford Achievement Tests 2, 4, 6, 8, 10</li> <li>c. Short Form Test of Mental Maturity 2, 4, 6, 8, 10</li> </ol> </li> </ol>

Other Screening Procedures

1. Observations:
  - a. Teachers
  - b. Counselors
  - c. School Nurse
  - d. Administrator
  - e. School Psychologist
2. Checklist or Rating Scales, such as:
  - a. Renzulli Rating Scales
  - b. Modified Renzulli Rating Scale
  - c. District Prepared Behavior Rating Scale
3. Ancillary Staff Assessment Procedures
  - a. Reading Diagnostic Test
  - b. Kaufman Brief Intelligence Test
  - c. Informal Reading Inventories
  - d. Instructional Support Team Assessments

Referral Procedure

1. Initiated by School Personnel
  - a. Subsequent to identification, as being in possible need of special education programs or services, a student will be referred through building administrator or his/her designee to the Coordinator of Special Education who will direct the referral to the appropriate recipient for evaluation.

Title 22  
Sec. 342.25

- b. Notice to Parents. The parent of any person referred for evaluation shall be informed in writing:
  - (1) That the person has been referred for evaluation.
  - (2) The basis upon which the referral was made.
  - (3) That the parent has the right to inspect and review relevant data in the person's permanent school record.
  - (4) The procedures and specific tests which will be used in the evaluation and the approximate dates of such procedures.
  - (5) The parents' right to meet with a member of the multidisciplinary evaluation team to discuss the referral and proposed evaluation procedures.
  - (6) The right of the parent to object to the evaluation and request a hearing in accordance with 22 PA Code 14.64 (i) through (p).
  - (7) The right of the parents to give or withhold their consent to the evaluation.
- c. Referral Lists. The names of all persons referred for evaluation shall be placed on a list in priority order beginning with those who have the greatest apparent need for special education programs or services. At the same time the parent shall be informed in accordance with (b) above that the person has been referred for evaluation.

2. Initiated by Parents

- a. School Contact. Any parent who believes that his/her child is in need of and not receiving a special education program or service may in writing, to the school building administrator, request an evaluation of his/ her child.
- b. A Comprehensive Evaluation Report (CER) shall be completed within forty-five (45) school days of the parent's written permission to evaluate being received by the office of the supervisor of special education for the school district.

<p>Title 22 Sec. 14.64</p> <p>School Code 1371, 1372</p> <p>PA Code Title 22 Sec. 14.42</p>	<ul style="list-style-type: none"><li>c. A Multidisciplinary Team Meeting (MDT) shall take place within the same forty-five (45) school days during which the CER is prepared. During the MDT Meeting, the CER is reviewed and a decision is made as to whether or not the student is exceptional (identified as special education). In attendance shall be the parent, school psychologist, regular education teacher and Local Education Agency representative. Others may be invited to attend as deemed appropriate by the school district. The parents may invite other persons that they feel are appropriate.</li><li>d. If the student is determined to be exceptional, an Individualized Education Team Meeting is conducted after ten (10) school days from the MDT Meeting to determine the need for and/or implementation of specially designed instruction. Parents along with appropriate school personnel are present at this meeting.</li><li>e. Parents may exercise their rights, if they are unsatisfied with the decision of the Multidisciplinary Team, to request a prehearing conference, mediation or due-process hearing.</li></ul>
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